

First Unitarian of NJ

Board of Trustees Meeting Minutes

December 13th, 2020
Sunday, 5 pm
Meeting held via Zoom

Board Members in Attendance:

Chris Baglieri- President
Mike Sutterlin- Vice President
Sarah Muller-Robbins- Secretary
Kim Mitchell- Trustee
Guenevere Zucker- Trustee
Denise Soppas- Trustee
Cass Cochrane- Trustee
Rev Ann Marie Alderman- Minister

Board Members Absent: None

Chalice Lighting: Mike

Reading of Board Covenant

Meeting Agenda

Chris moved to approve agenda with addition of item under 8th Principle to "Ask Board to Schedule Congregational Meeting to Address 8th Principle".

Mike seconded

All Approved

Consent Agenda

Minister's Report, President's Report, Meeting Minutes

Motion to Approve: Mike

Seconded by: Guen

All Approved

Action Items

Action items from November 8th, 2020 Board Meeting were reviewed. New and old items remaining to be completed are listed in Action Items at end of minutes

Old Business

Chris made informal agreement with Pastor Dave to a five-month lease with Fanwood Presbyterian of \$700/ month. To sign formal agreement. Only ongoing item- Chris will coordinate adjusting our storage. No objections or questions from Board members.

Budget and Finance- Cass reviewed documents

- Service Auction: First part to be virtual
 - A half dozen donations have been committed
 - Offering of donations can be a rolling process

- Statement of Financial Position: Cass to sell stock tomorrow now that it is up to 38 (previous Board agreement was to sell it once it hit 35 or higher)
- Budget vs. Actual: Reviewed
 - Current pledge income will be up \$5800 once liabilities from “Pledge Income for Next Fiscal Year” is applied
 - Discrepancies with payment to music director will be addressed
- Share the Plate
 - Mike is working with Charlie to develop an electronic, fillable application form
 - No formal applications submitted, but suggestions include
 - Rev. Dr. Hope Johnson Fund for Racial Justice- more information needed
 - Hyacinth- Sylvia informally recommended choosing them again
 - Chris moved to nominate Hyacinth, using application information from last year. Kim seconded. All approved.
 - Community Food Bank of NJ- Cass recommended them due to urgent needs in community now and their high return on investment
 - Chris moved to have CFB of NJ as a recipient of Share the Plate, provided that Cass submits the nomination form, with the month to be determined (January would be ideal). Cass seconded. All approved.

Review Potential By-Law Updates: Mike shared markup of By-Laws for discussion

- Posting of Meeting Notice: Can add that it is posted in person or virtual, in worship or website
- Electronic Voting: Should move to a format that allows identification of the person with identifiable criteria
- Quorum Requirements: need to define “being present”, i.e. live in virtual meeting
- Nominations from the Floor: add as a provision to nominating committee
- Discussion to continue at future meetings

8th Principle Report: Denise

- Denise previously sent out an update and the last committee meeting minutes to the Board
- The goal of 8th Principle Committee is to have a working knowledge of the Principle
- Next Board meeting in January- will know what the procedure is to schedule congregational meeting in March

Action Items from Meeting

- Chris to sign formal agreement for five-month lease of Fanwood Presbyterian
- Cass to email Ann Marie by Wednesday with service auction information to be included in Newsletter
- Cass to sell stock tomorrow
- Cass will reach out to the accountant to rectify discrepancy with payment to music director
- Chris will review by-laws for the 8th Principle and speak to Ann Marie about the calendar to schedule congregational meeting
- Mike to work on electronic draft of Share the Plate Nomination form
- Cass to send Mike formal nomination of Food Bank for Share the Plate
- Mike to obtain last year’s nomination of Hyacinth from the archives for Share the Plate
- Rev. Ann Marie to reach out to Peggy Clarke from CCNY regarding Hope Fund

New Business

- Calendar Items
 - Next Board Meeting: January 10th, 2021
 - Chalice Lighting at Board Meeting: Sarah
 - Board Minute Speakers
 - 12/20: Denise
 - 12/27: Mike
 - 1/3 : Guen
 - 1/10: Cass
 - 1/17: Sarah
 - 1/24: Kim

Meeting Adjourned: 6:10 pm

Prepared by: Sarah Muller-Robbins